

LOUISIANA STATE UNIVERSITY HEALTH SCIENCES CENTER AHSON AHU PURCHASE CONTRACT



School of Medicine in New Orleans
School of Medicine in Shreveport
School of Dentistry
School of Nursing
School of Allied Health Professions
School of Graduate Studies
Health Care Services Division

Louisiana State University Health Sciences Center

COVER LETTER

Purchasing Department 433 Bolivar Street, Sixth Floor New Orleans, LA 70112

(The First Floor is closed due to Hurricane damage. Please enter via the garage across Bolivar St.)

Additional Information Bid # 001747

Change the Invitation to Bid document as follows:

Delete all references to bid envelops and labels.

Delete items 6 and 7 of the Instructions to Bidders.

Insert your company's name and address on the first page headed Invitation to Bid under the Opening Date. Proposal forms are to be placed in an opaque envelope and endorsed with the bid number, bid title, bid opening date, bid opening time and delivered to Purchasing, LSU Health Sciences Center in New Orleans, 433 Bolivar St. Room 623, New Orleans, Louisiana 70112.

Your company's Federal Tax ID#

Michael D. Williams Senior Buyer LSUHSC Purchasing

Invitation to Bid LSUHSC New Orleans BIDS WILL BE PUBLICLY OPENED: June 05,2012 02:00 PM VENDOR NO. SOLICITATION : 001747 Sciences Return Bid in Envelope/Labels Provided to: Center OPENING DATE : 06/05/2012 Purchasing Department 433 Bolivar St Room 623 New Orleans LA 70112 BUYER : Williams, Michael D. BUYER PHONE : 504/568-6261 DATE ISSUED : 05/09/2012 REQ. NO FISCAL YEAR : 0 AHSON AHU Purchase INSTRUCTIONS TO BIDDERS 1. READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPECIFICATIONS. 2. FILL IN ALL BLANK SPACES. 3. ALL BID PRICES MUST BE TYPED OR WRITTEN IN INK. ANY CORRECTIONS, ERASURES OR OTHER FORMS OF ALTERATION TO UNIT PRICES SHOULD BE INITIALIZED BY THE BIDDER. 4. BID PRICES SHALL INCLUDE DELIVERY OF ALL ITEMS F.O.B. DESTINATION OR AS OTHERWISE PROVIDED. BIDS CONTAINING "PAYMENT IN ADVANCE" OR "C.O.D." REQUIREMENTS MAY BE REJECTED. PAYMENT IS TO BE MADE WITHIN 30 DAYS AFTER RECEIPT OF PROPERLY EXECUTED INVOICE OR DELIVERY, WHICHEVER IS 5. SPECIFY YOUR PAYMENT TERMS: . CASH DISCOUNTS FOR LESS THAN 30 DAYS OR LESS THAN 1% WILL BE ACCEPTED, BUT WILL NOT BE CONSIDERED IN DETERMINING AWARDS BY SIGNING THIS BID, THE BIDDER CERTIFIES: * THAT NEITHER THIS BUSINESS ENTITY NOR ANY OF ITS EMPLOYEES OR SUBCONTRACTORS IS CURRENTLY LISTED AS EXCLUDED OR SANCTIONED BY EITHER THE DEPARTMENT OF HEALTH AND HUMAN SERVICES, OFFICE OF INSPECTOR GENERAL (OIG) OR THE GENERAL SERVICES ADMINISTRATION (GSA). * THAT IF THIS BUSINESS ENTITY OR ANY OF ITS EMPLOYEES OR SUBCONTRACTORS APPEAR ON EITHER LISTING, MY BID WILL BE REJECTED. * THAT IF AT ANY TIME DURING THE TERM OF THE CONTRACT AWARDED AS A RESULT OF THIS INVITATION TO BID, THIS ENTITY OR ANY OF ITS EMPLOYEES OR SUBCONTRACTORS APPEARS ON EITHER LISTING, MY COMPANY WILL NOTIFY THE CONTRACTING AGENCY, AND THE CONTRACT WILL BE TERMINATED. THE CONTRACTING AGENCY WILL NOT BE LIABLE FOR ANY DAMAGES RESULTING FROM SAID TERMINATION. THE BIDDER FURTHER CERTIFIES: * COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS, AND SPECIFICATIONS. * THIS BID IS MADE WITHOUT COLLUSION OR FRAUD.

* THAT ALL TAXES DULY ASSESSED BY THE STATE OF LOUISIANA AND IT'S SUBDIVISIONS, INCLUDING FRANCHISE TAXES, PRIVILEGE TAXES, SALES TAXES AND ALL OTHER TAXES FOR WHICH THE FIRM IS

TITLE

* DELIVERY WILL BE MADE WITHIN _____ DAYS AFTER RECEIPT OF ORDER.

FURNISH ANY OR ALL OF THE ITEMS (OR SECTIONS) AT THE PRICE OPPOSITE EACH ITEM (OR SECTION).

NAME OF BIDDER

(TYPED OR PRINTED)

DAYS FROM BID CLOSING TIME, MY FIRM WILL

DATE

LIABLE HAVE BEEN PAID.

SIGNATURE OF AUTHORIZED BIDDER

VENDOR PHONE NUMBER:

FAX NUMBER:

(MUST BE SIGNED)

* THAT IF MY BID IS ACCEPTED WITHIN

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- 6. DESIRED DELIVERY: 10 DAYS ARO, UNLESS SPECIFIED ELSEWHERE
- 7. TO ASSURE CONSIDERATION, ALL BIDS SHOULD BE SUBMITTED IN THE SPECIAL ENVELOPE, OR USE BID LABEL IF FURNISHED FOR THAT PURPOSE. IN THE EVENT YOUR BID CONTAINS BULKY SUBJECT MATERIAL, THE SPECIAL BID ENVELOPE SHOULD BE FIRMLY AFFIXED TO THE MAILING ENVELOPE.
- 8. BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAWS OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1736; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION.
- 9. IMPORTANT: THIS BID IS TO BE MANUALLY SIGNED IN INK BY A PERSON AUTHORIZED TO BIND THE VENDOR (SEE NO.31).
- 10.INQUIRIES: ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO THE BUYER AT THE PHONE NUMBER AND ADDRESS SHOWN ABOVE.
- 11.BID FORMS: ALL WRITTEN BIDS, UNLESS OTHERWISE PROVIDED FOR, SHOULD BE SUBMITTED ON, AND IN ACCORDANCE WITH FORMS PROVIDED, PROPERLY SIGNED (SEE #31). BIDS MUST BE RECEIVED AT THE ADDRESS SPECIFIED IN THE SOLICITATION PRIOR TO BID OPENING TIME IN ORDER TO BE CONSIDERED.
- 12.STANDARDS OR QUALITY. ANY PRODUCT OR SERVICE BID SHALL CONFORM TO ALL APPLICABLE FEDERAL AND STATE LAWS AND REGULATIONS AND THE SPECIFICATIONS CONTAINED IN THE SOLICITATION. UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION, ANY MANUFACTURER'S NAME, TRADE NAME, BRAND NAME, OR CATALOG NUMBER USED IN THE SPECIFICATION IS FOR THE PURPOSE OF DESCRIBING THE STANDARD OF QUALITY, PERFORMANCE, AND CHARACTERISTICS DESIRED AND IS NOT INTENDED TO LIMIT OR RESTRICT COMPETITION. BIDDER MUST SPECIFY THE BRAND AND MODEL NUMBER OF THE PRODUCT OFFERED IN HIS/HER BID. BIDS NOT SPECIFYING BRAND AND MODEL NUMBER SHALL BE CONSIDERED AS OFFERING THE EXACT PRODUCTS SPECIFIED IN THE SOLICITATION.
- 13.DESCRIPTIVE INFORMATION. BIDDERS PROPOSING AN EQUIVALENT BRAND OR MODEL SHOULD SUBMIT WITH THE BID, INFORMATION (SUCH AS ILLUSTRATIONS, DESCRIPTIVE LITERATURE, TECHNICAL DATA) SUFFICIENT FOR LSUHSC TO EVALUATE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS IN THE SOLICITATION. FAILURE TO SUBMIT DESCRIPTIVE INFORMATION MAY CAUSE BID TO BE REJECTED. ANY CHANGE MADE TO A MANUFACTURER'S PUBLISHED SPECIFICATION SUBMITTED FOR A PRODUCT SHALL BE VERIFIABLE BY THE MANUFACTURER. IF ITEM(S) BID DO NOT FULLY COMPLY WITH SPECIFICATIONS (INCLUDING BRAND AND/OR PRODUCT NUMBER), BIDDER MUST STATE IN WHAT RESPECT ITEMS(S) DEVIATE. FAILURE TO NOTE EXCEPTIONS ON THE BID FORM WILL NOT RELIEVE THE SUCCESSFU BIDDER(S) FROM SUPPLYING THE ACTUAL PRODUCTS REQUESTED.
- 14.BID OPENING. BIDDERS MAY ATTEND THE BID OPENING, BUT NO INFORMATION OR OPINIONS CONCERNING THE ULTIMATE CONTRACT AWARD WILL BE GIVEN AT THE BID OPENING OR DURING THE EVALUATION PROCESS. BIDS MAY BE EXAMINED WITHIN 72 HOURS AFTER BID OPENING. INFORMATION PERTAINING TO COMPLETED FILES MAY BE SECURED BY VISITING LSUHSC DURING NORMAL WORKING HOURS. WRITTEN BID TABULATIONS WILL NOT BE FURNISHED.
- 15.AWARDS. AWARD WILL BE MADE TO THE LOWEST RESPONSIBLE AND RESPONSIVE BIDDER. LSUHSC RESERVES THE RIGHT TO AWARD ITEMS SEPARATELY, GROUP, OR IN TOTAL, AND TO REJECT ANY OR ALL BIDS AND WAIVE ANY INFORMALITIES.
- 16.PRICES. UNLESS OTHERWISE SPECIFIED BY LSUHSC IN THE SOLICITATION, BID PRICES MUST BE COMPLETE, INCLUDING TRANSPORTATION PREPAID BY BIDDER TO DESTINATION AND FIRM FOR ACCEPTANCE FOR A MINIMUM OF 30 DAYS. IF ACCEPTED, PRICES MUST BE FIRM FOR THE CONTRACTUAL PERIOD. BIDS OTHER THAN F.O.B. DESTINATION MAY BE REJECTED. PRICES SHOULD BE QUOTED IN THE UNIT (EACH,

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BOX, CASE, ETC.) AS SPECIFIED IN THE SOLICITATION.

- 17. DELIVERIES. BIDS MAY BE REJECTED IF THE DELIVERY TIME INDICATED IS LONGER THAN THAT SPECIFIED IN THE SOLICITATION.
- 18. TAXES. VENDOR IS RESPONSIBLE FOR INCLUDING ALL APPLICABLE TAXES IN THE BID PRICE. LSUHSC AGENCIES ARE EXEMPT FROM ALL STATE AND LOCAL SALES AND USE TAXES.
- 19.NEW PRODUCTS. UNLESS SPECIFICALLY CALLED FOR IN THE SOLICITATION, ALL PRODUCTS FOR PURCHASE MUST BE NEW, NEVER PREVIOUSLY USED, AND THE CURRENT MODEL AND/OR PACKAGING. NO REMANUFACTURED, DEMONSTRATOR, USED OR IRREGULAR PRODUCT WILL BE CONSIDERED FOR PURCHASE UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION. THE MANUFACTURER'S STANDARD WARRANTY WILL APPLY UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION.
- 20.CONTRACT CANCELLATION. THE STATE OF LOUISIANA HAS THE RIGHT TO CANCEL ANY CONTRACT, IN ACCORDANCE WITH PURCHASING RULES AND REGULATIONS, FOR CAUSE INCLUDING BUT NOT LIMITED TO THE FOLLOWING: (1) FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE CONTRACT; (2) FAILURE OF THE PRODUCT OR SERVICE TO MEET SPECIFICATIONS, CONFORM TO SAMPLE QUALITY OR TO BE DELIVERED IN GOOD CONDITION; (3) MISREPRESENTATION BY THE CONTRACTOR; (4) FRAUD, COLLUSION CONSPIRACY OR OTHER UNLAWFUL MEANS OF OBTAINING ANY CONTRACT WITH THE STATE; (5) CONFLICT OF CONTRACT PROVISIONS WITH CONSTITUTIONAL OR STATUTORY PROVISIONS OF STATE OR FEDERAL LAW; (6) ANY OTHER BREACH OF CONTRACT.
- 21.DEFAULT OF CONTRACT. FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE BID WILL CONSTITUTE A DEFAULT AND MAY CAUSE CANCELLATION OF THE CONTRACT. WHERE THE UNIVERSITY HAS DETERMINED THE CONTRACTOR TO BE IN DEFAULT, THE UNIVERSITY RESERVES THE RIGHT TO PURCHASE AN OR ALL PRODUCTS OR SERVICES COVERED BY THE CONTRACT ON THE OPEN MARKET AND TO CHARGE THE CONTRACTOR WITH COST IN EXCESS OF THE CONTRACT PRICE. UNTIL SUCH ASSESSED CHARGES HAVE BEEN PAID, NO SUBSEQUENT BID FROM THE DEFAULTING CONTRACTOR WILL BE CONSIDERED.
- 22.ORDER OF PRIORITY. IN THE EVENT THERE IS A CONFLICT BETWEEN THE INSTRUCTIONS TO BIDDERS OR STANDARD CONDITIONS AND THE SPEICAL CONDITIONS, THE SPECIAL CONDITIONS SHALL GOVERN.
- 23.APPLICABLE LAW. ALL CONTRACTS SHALL BE CONSTRUED IN ACCORDANCE WITH AND GOVERNED BY THE LAWS OF THE STATE OF LOUISIANA.
- 24. EQUAL OPPORTUNITY. BY SUBMITTING AND SIGNING THIS BID, BIDDER AGREES THAT HE/SHE WILL NOT DISCRIMINATE IN THE RENDERING OF SERVICES TO AND/OR EMPLOYMENT OF INDIVIDUALS BECAUSE OF RACE, COLOR, RELIGION, SEX, AGE, NATIONAL ORIGIN, HANDICAP, DISABILITY, VETERAN STATUS, OR A OTHER NON-MERIT FACTOR.
- 25.SPECIAL ACCOMMODATIONS. ANY "QUALIFIED INDIVIDUAL WITH DISABILITY" AS DEFINED BY THE AMERICANS WITH DISABILITIES ACT WHO HAS SUBMITTED

 A BID AND DESIRES TO ATTEND THE BID OPENING, MUST NOTIFY THIS OFFICE IN WRITING NOT LATER THAN SEVEN DAYS PRIOR TO THE BID OPENING DATE OF

 THEIR NEED FOR SPECIAL ACCOMMODATIONS. IF THE REQUEST CANNOT BE REASONABLY PROVIDED, THE INDIVIDUAL WILL BE INFORMED PRIOR TO THE BID

 OPENING.
- 26.IDEMNITY. CONTRACTOR AGREES, UPON RECEIPT OF WRITTEN NOTICE OF A CLAIM OR ACTION, TO DEFEND THE CLAIM OR ACTION, OR TAKE OTHER APPROPRIATE MEASURE, TO IDEMNIFY, AND HOLD HARMLESS, LSUHSC, ITS OFFICERS, ITS AGENTS AND ITS EMPLOYEES FROM AND AGAINST ALL CLAIMS AND ACTIONS FOR BODILY INJURY, DEATH OR PROPERTY DAMAGES CAUSED BY THE FAULT OF THE CONTRACTOR,

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EXTENT OF THE FAULT OF THE CONTRACTOR THE CONTRACTOR SHALL HAVE NO OBLIGAT ACTION FROM BODILY INJURY, DEATH OR UNIVERSITY, ITS OFFICERS, ITS AGENTS 27. INTERPRETATION OF DOCUMENT: ANY INT BE MADE BY AN ADDENDUM ISSUED IN WRI BE MAILED OR DELIVERED TO EACH PERSO QUOTATION DOCUMENTS. LSUHSC WILL NO INTERPRETATION OF THE DOCUMENTS. 28. ACCEPTANCE OF BID: ONLY THE ISSUANCE ACCEPTANCE ON THE PART OF LSUHSC. 29. ADHERENCE TO JCAHO STANDARDS: WHERE COMMISSION ON ACCREDITATION OF HEALT SUBCONTRACTORS, AND VENDORS AGREE TO COMMISSION. 30. PREFERENCE: IN ACCORDANCE WITH LOUI ALLOWED FOR PRODUCTS MANUFACTURED, P QUALITY. DO YOU CLAIM THIS PREFEREN SPECIFY THE LINE NUMBER (S) SPECIFY LOCATION WITHIN LOUISIANA WH GROWN OR ASSEMBLED (NOTE: IF MORE SPACE IS REQUIRED, I DO YOU HAVE A LOUISIANA BUSNIESS WOR IF SO, DO YOU CERTIFY THAT AT LEAST COMPRISED OF LOUISIANA RESIDENTS? YES NO FAILURE TO SPECIFY ABOVE INFORMATION PREFERENCES SHALL NOT APPLY TO SERVICE BID MUST BE: 31.1.A CURRENT CORPORATE OFFICER, PAR	ERPRETATION OF THE BID OR QUOTATION DOCUMENT WILL ONLY TING BY THE PURCHASING DEPARTMENT. SUCH ADDENDUM WILL N RECEIVING A SET OF THE ORIGINAL BID OR T BE RESPONSIBLE FOR ANY OTHER EXPLANATION OR E OF A PURCHASE ORDER OR A SIGNED CONTRACT CONSTITUTES APPLICABLE, LSUHSC IS ACCREDITED BY THE JOINT HCARE ORGANIZATIONS AND AS SUCH ALL CONTRACTORS, ADHERE TO THE APPLICABLE STANDARDS PROMULGATED BY THE SIANA REVISED STATUTES 39:1595, A PREFERENCE MAY BE RODUCED, GROWN, OR ASSEMBLED IN LOUISIANA OF EQUAL CE? YES NO ERE THIS PRODUCT IS MANUFACTURED, PRODUCED, NCLUDE ON SEPARATE SHEET.) K FORCE? YES NO FIFTY PERCENT (50%) OF YOUR LOUISIANA WORKFORCE IS
31.2.AN INDIVIDUAL AUTHORIZED TO BING RESOLUTION, CERTIFICATE OR AFFIR	O THE VENDOR AS REFLECTED BY AN ACCOMPANYING CORPORATE DAVIT; OR TE OF LOUISIANA BIDDER'S APPLICATION AS AUTHORIZED TO
EXECUTE BIDS. BY SIGNING THE B	D, THE BIDDER CERTIFIES COMPLIANCE WITH THE ABOVE.

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OPEN DATE : 06/05/2012 TIME: 02:00 PM				7.11900-047-0
LIMITED OFFICER PLACEMENT OF TO-				

ine	Description			Unit Price	Extended Amou
1	Air Handling Units as specified in	1.00	LOT		
	the scope of work.				
	Specify brand, model bid(if applicable)				
	The LSU Health Sciences Center in New Orleans (LSUHSC) requests bids for four (4) Air Handling Units as specified in the scope of services. The bid amount will be used to determine the lowest responsive and qualified bidder.				
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Specific Conditions Bid #001747 Bid Opening will take place on Tuesday, June 5, 2012 @ 2:00PM

THERE WILL BE A MANDATORY PRE-BID MEETING AT 10:00 AM TUESDAY MAY 22, 2012

SECTION 1 – BIDDING AND CONTRACT DOCUMENTS

1.1 Definitions:

Bidder – a legal entity that submits an offer to sell to the Owner on a specified body of work. Generally where the term "Bidder" is used in the specifications, the indication is that the requirement or responsibility is associated with the bid submittal or other pre-award activities.

Contractor – as defined in RS 37:2150, includes general contractors, subcontractors, architects, and engineers who receive an additional fee for the employment or direction of labor, or any other work beyond the normal architectural or engineering services. Generally where the term "Contractor" is used in the specifications, the indication is that the requirement or responsibility is post-award. The term "Contractor" can also be used in the specification as an inclusive term that references the Contractor and all persons, Subcontractors, or other parties of interest acting on behalf of the Contractor in the performance of the contract as described in the specifications.

1.2 Interpretation of Documents and Prior Approvals:

If any person contemplating submitting a bid is in doubt of the meaning of any part of the specifications, plans or other proposed contract documents, they may submit to Michael Williams e-mail at MWIL34@LSUHSC.EDU or fax to 504-717-2901 a written request for an interpretation or prior approval not later than NOON on Thursday, May 24, 2012. Any interpretation of documents and prior approvals will be made only by addendum duly issued and mailed or delivered to each bidder receiving a set of the plans and specifications. LSUHSC will not be responsible for any other explanations or interpretation of the specifications or proposed documents.

1.3 Pre-Bid Conference:

A mandatory Pre-Bid Conference will be will be held on Tuesday, May 22, 2012, beginning at 10:00 AM at the Medical Education Building, Room 2104, 1901 Perdido Street, New Orleans, LA 70112. The purpose of the Pre-Bid Conference is to familiarize Bidders with the requirements and intent of the Project and to receive comments and information from interested Bidders. No questions will be accepted at the pre-bid meeting. All questions must be submitted in writing and will be answered via addendum.

Attendance at the Pre-Bid Conference is required in order to submit a bid and failure to attend will be grounds for rejection of the bid. Anyone arriving 15 minutes after the start of the meeting will be disqualified from the bid. A representative of LSUHSC will have a sign-in sheet to verify the site visit. All bidders must visit the site to determine the scope of the job. No allowances for previously existing site conditions will be made after the bid. It is the responsibility of the bidder to thoroughly inspect the site to determine any and all factors, which will affect the bid. Any revision of the Bidding Documents made as a result of the Pre-Bid Conference shall not be valid unless included in an addendum.

1.4 Bidder's Representation:

Each Bidder by his bid represents the following:

- Bidder has read and understands the Bidding Documents and his or her bid is made in accordance therewith.
- Bidder's bid is based solely upon the materials, systems and equipment described in the Bidding Documents as advertised and as modified by addenda.
- Bid is not based on any verbal instructions contrary to the Contract Documents and addenda.

1.5 Bidding Procedure:

1. The Bidder must properly complete and sign Bid, including all required attestations and addendums. Any exceptions to the attached terms and conditions or the indemnification agreement shall be presented at the time of the bid submission. Note that any exceptions may result in a disqualified bid if the aforementioned exceptions are in conflict with state guidelines governing LSUHSC. Bids must be signed by a representative of your company authorized to enter into contract on behalf of your organization (see item 31 of the Instructions to Bidders on the Invitation to Bid for specific requirements for signature authority). Bidders must be registered with the secretary of state to do business in the State of Louisiana. Bidders must be registered on the secretary of state's website www.sos.louisiana.gov/tabid/66/Default.aspx. Information on registration and filing may be obtained at http://www.sos.louisiana.gov/tabid/66/Default.aspx. The following documents listed below must be submitted with this bid:

COVER LETTER WITH TAX ID NUMBER

INVITATION TO BID

ATTACHMENT A - CERTIFICATION STATEMENT

ADDENDUMS (if any are posted during bid period)

2. All bids are due by 2:00 PM Tuesday, June 5, 2012 at 433 Bolivar Street, Room 623 (Purchasing Department), New Orleans, LA 70112. Late bids will not be accepted, and will be returned unopened. It is the bidder's responsibility to make sure bids are delivered before the bid opening. Delays by mail, traffic, or any other reason will be at the bidders own risk.

1.6 Calendar of Events:

Event	<u>Date</u>
RFQ Announcement	May 11, 2012
Mandatory Pre-Bid Conference (10:00 AM)	May 22, 2012
Written Inquiry Deadline (12:00 Noon)	May 24, 2012
Issue Responses to Provider Inquiries	May 25, 2012
Bid Submission Deadline & Bid Opening (2:00 PM)	June 5, 2012
Contract Award & Notification	June 7, 2012

NOTE: LSUHSC reserves the right to amend and/or change this schedule of RFQ activities, as it deems necessary.

1.7 Bid Submission:

Bids must be received on or before 2:00 PM on the date specified in the Calendar of Events (Section 1.6). Bidders mailing their quotes should allow sufficient mail delivery time to ensure receipt of their proposal by the time specified. The proposal package must be delivered at the Bidder's expense to:

Michael Williams – Senior Buyer Louisiana State University Health Sciences Center – New Orleans 433 Bolivar Street Room 623 New Orleans, LA 70112

Phone: (504) 568-6261 Fax: (504) 717-2901

PLEASE NOTE...all bids are due by 2:00 PM Tuesday, June 5, 2012 at 433 Bolivar Street, Room 623 (Purchasing Department), New Orleans, LA 70112. Late bids will not be accepted, and will be returned unopened. It is the bidder's responsibility to make sure bids are delivered before the bid opening. Delays by mail, traffic, or any other reason will be at the bidders own risk. Fax or e-mail bids will not be accepted.

BIDS SHALL BE DELIVERED IN A SEALED ENVELOPE WITH THE BID NUMBER CLEARLY MARKED ON THE OUTSIDE OF THE ENVELOPE.

SECTION 2 – SCOPE OF WORK (GENERAL)

2.1 Summary:

The LSU Health Sciences Center in New Orleans (LSUHSC) request bids for four (4) Air Handling Units to the Allied Health / School of Nursing Building at 1900 Gravier St. in New Orleans. In the delivery scenario, the air handling units are to be produced in a manner that facilitates the delivery of all of the air handling units at once. Upon successful inspection of the units, LSUHSC will pay for the units. Brands, models, and finish materials have been identified as acceptable and compatible with the space, and functional requirements of the University. This is not a closed specification. Equivalent product submittals are encouraged, but must be preapproved as described in the specification. Equivalency will be determined by an evaluation of the construction, materials, and its compatibility with our existing designs. In order to maintain compatibility among all equipment, this will be an All or None award.

2.2 Coordination of Work:

LSUHSC is a twenty-four (24) hour a day, three hundred and sixty-five (365) days a year operation.

2.3 Compliance with Applicable Laws and Regulations:

Contractor shall perform all requirements under this contract in strict observance of and in compliance with all applicable laws, regulations, ordinances, codes and any other legislative or statutory requirements. Contractor shall obtain all permits and licenses and pay all taxes, charges and fees necessary to perform the services under this contract.

2.4 Excluded Vendor / Person List:

By signing this document, contractor certifies that neither the business entity nor any of its employees is currently listed as excluded or sanctioned by the Department of Health and Human Services, Office of Inspector General, or the General Services Administration. Contractor understands that if this business entity or any of its employees appear on either listing, the bid will be rejected. Furthermore, contractor understands that if at any time during the term of this contract that the business entity or any of its employees should appear on either listing, contractor will notify LSUHSC and this contract shall be terminated.

2.5 Resolving Contract Disputes:

State statute requires that disputes arising under this contract not be resolved in a forum outside of Louisiana. Requiring contract disputes to be resolved in a forum outside of this state or requiring their interpretation to be governed by the laws of another jurisdiction, are inequitable and against the public policy of this state.

2.6 Late Payment Policy:

State statute RS 39:1695 requires that if a state agency fails to make any payment within 90 days of the due date, that agency shall pay, in addition to the payment, interest on the amount due at the rate established pursuant to Civil Code Article 2824 (B) (3) per year, from the 91st day after the due date.

2.7 Warranty and Guarantee:

Contractor warrants and guarantees all equipment to be new. All items shall have a 100% warranty against defects in material and workmanship for a period of not less than one year which shall start when the equipment has been delivered, tested, and accepted. When a manufacturer's normal warranty period is greater than one year, or where a longer period is specified, such longer period shall apply. Any required visits by a service technician must be made within 48 hours of a call for service.

SECTION 3 – SCOPE OF WORK (DETAILED)

3.1 Summary:

LSU Health Sciences Center (LSUHSC) is soliciting the purchase and delivery of four (4) Air Handling Units to the Allied Health / School of Nursing Building at 1900 Gravier St. in New Orleans. In the delivery scenario, the air handling units are to be produced in a manner that facilitates the delivery of all of the air handling units at once. Upon successful inspection of the units, LSUHSC will pay for the units. Brands, models, and finish materials have been identified as acceptable and compatible with the space, and functional requirements of the University. This is not a closed specification. Equivalent product submittals are encouraged, but must be preapproved as described in the specification. Equivalency will be determined by an evaluation of the construction, materials, and its compatibility with our existing designs. In order to maintain compatibility among all equipment, this will be an All or None award.

3.2 Building Descriptions:

The LSUHSC Buildings to be addressed as part of this specification include the following:

• Allied Health / School of Nursing Building – 1900 Gravier St., New Orleans, LA 70112

All drawings provided in this specification indicating the location and dimensions of equipment and spaces are meant as a guide to the Bidder. It is the responsibility of the bidder to verify all dimensions and job site conditions that may affect the cost of the project.

Verification of job conditions and dimensions prior to bid is the responsibility of the Bidder.

3.3 LSUHSC Representation:

The intended designated representative of LSUHSC for this project is Maureen Kovacic. Any changes to the scope of work, type or quality of materials, or scheduling must be submitted to the designated LSUHSC representative. Maureen Kovacic can be contacted via phone at (504) 235-7436.

Mail should be addressed to: Maureen Kovacic LSU Health Sciences Center Department of Facility Services, 1901 Perdido – Room 2108 New Orleans, LA 70112

Should the Project Coordinator be unavailable, the Associate Director of Construction and Planning, Leaf Ballast, should be contacted with any project related questions or issues. Mr. Ballast can be contacted via phone at (504) 568-8996.

3.4 Special Project Information

After the job has been awarded, no changes will be made to any part of the job without written approval from Maureen Kovacic and an authorized representative from the Purchasing Department. The proposed change will be submitted in writing, with a complete breakdown of all hours, and the individual cost of each.

No notice of completion, delivery memo, invoice, or other document will be signed, or approvals of any type given for any part of the job except by Maureen Kovacic or her designee, or by Leaf Ballast, Associate Director of Construction and Planning.

Drawings and specifications are intended to provide the basis for the proper completion of the project suitable for the intended use of LSUHSC.

Items not expressly set forth but which are reasonably implied or necessary for the proper performance of this work shall be included.

The successful bidder has 30 calendar days from award to provide shop drawings and equipment submittals as described on the drawings. Six copies of the equipment submittals and shop drawings are to be provided to Maureen Kovacic. The reviewed submittals and drawings will be returned to the successful bidder. The bidder will not be provided any additional time for resubmittals.

3.5 Acceptable Manufacturer / Equivalents

- A. Pre-Approved AHU brands include Trane, York, McQuay, and Temtrol.
- **B.** The listed manufacturer shall not be construed as closing specifications to other prospective manufacturers, but rather as establishing a level of quality for the equipment specified. Other equipment may be submitted for approval, as outlined below, no later than noon on Thursday, May 24, 2012. Companies desiring to submit a proposal shall submit all descriptive and technical information for their proposed solution including photographs, brochures, drawings, and technical specifications.
- C. Procedure for Establishing Equivalency and gaining Pre-Approval:
 - Submit written request for equivalency including manufacturer, model, and all other measurable characteristics for review by LSUHSC.
 - Overnight equipment submittals to Michael Williams.
 - LSUHSC will review and advise as to the acceptability of the submission.
 - If submission is deemed acceptable, an addendum will be issued to all bidders and posted on the LAPAC website.

3.6 Project Administration and Meetings

On May 22, 2012 at 10:00 AM, one pre-bid walk-through of the spaces will be held. Suppliers must meet in room 2104 of the Medical Education Building at 1901 Perdido St. Attendance at the pre-bid by an authorized representative of the manufacturer is required to submit a bid. An LSUHSC representative will have a sign-in sheet to verify the site visit. All bidders must visit the site to determine the scope of the job. No allowances for previously existing site conditions will be made after the bid. It is the responsibility of the bidder to thoroughly inspect the site to determine any and all factors which will affect the bid.

SECTION 4 – PROJECT SPECIFICATIONS & WORK INSTRUCTIONS

4.1 Delivery Requirements

- A. The delivery scenario will be defined as: The air handling units are to be produced in a manner that facilitates the delivery of all units at the same time no later than 12 weeks from the approved shop drawings. LSUHSC will inspect the delivered units. Upon successful inspection of the units, LSUHSC will pay for the units.
- **B.** Air handling units shall be delivered demounted into sections, each of which shall fit in the existing freight elevator. Freight elevator door opening is approximately 6'-10" Tall X 4'-0" wide with the elevator cab dimension approximately 8'-0" High X 6'-1" Wide X 8'-7" deep.
- C. When the contract is executed the first air handling units are to be put into production. Two weeks before the units are ready to be shipped the successful bidder is to notify the project coordinator of the delivery date of the units.
- **D.** The installation of these units is being handled through a separate contract. Deliveries should be coordinated closely with the project coordinator to achieve as close to just-in-time delivery and eliminate any requirement for storage.
- E. Inspect products on delivery to ensure compliance with the Contract Documents and to ensure that products are undamaged and properly protected. If a deficiency (deviation from the specification) is discovered after the product is delivered and during the installation of the unit, the successful bidder will make all arrangements to correct the deficiency at no cost to LSUHSC (including but not limited to freight to and from any locations involved in correcting the deficiency, any additional parts, storage costs, fuel surcharges, labor, etc.)
- F. Delivery of the scheduled units is to be made to the LSUHSC Allied Health / School of Nursing Building on the third floor to rooms 306, 323, and the Atrium Roof. The AHU's should be packaged in a way that will allow safe storage either outdoors or indoors (blocked, tarped, etc.). It is the successful bidder's responsibility to unload the units and set them in place at the above selected location. It is the contractor's responsibility to transport the condensing unit to the Atrium Roof without transporting it through the building.

4.2 Equipment Requirements

See attached from GVA Engineering, LLC (specifications and drawings for 4 units in the Allied Health / School of Nursing Building). Bid includes Air Handling Units 3A, 3B, 3CD, 3E, AC-1, CU-1, VAV 301-308.

4.3 Epilogue

This is an all or none bid. Bidders should include all evidence of approvals on the equivalency submittals with their proposal. One total proposal price should be quoted to include all delivery and handling charges for all pieces outlined in this specification.

PROJECT MANUAL

for

Purchasing of HVAC Equipment

3rd Floor Air Handling Unit Replacement School of Nursing Allied Health Building LSU Health Science Center New Orleans, Louisiana

Prepared by:

GVA ENGINEERING, L.L.C.

2615 Edenborn Avenue, Suite C Metairie, Louisiana 70002 Phone (504) 780-9330

GVA PROJECT NO. 2931-11

April 2, 2012

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SECTION 15010 - MECHANICAL GENERAL PROVISIONS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. The general provisions of the Contract apply to the work specified in DIVISION 15 MECHANICAL.
- B. Separation of Division 15 into Sections is for convenience only and is not intended to establish limits of work. Sections are as follows:
 - 1. 15010 MECHANICAL GENERAL PROVISIONS
 - 2. 15600 HEATING, VENTILATING AND AIR CONDITIONING SYSTEMS

1.2 DRAWINGS

The drawings are diagrammatic and are intended to show the general arrangement and approximate physical sizes of equipment, piping and ductwork. Every nut, bolt, brace, hanger, piping or duct rise, drop, offset, etc., is not indicated or specified; each item required, necessary or incidental, for the proper and dependable operation of each system shall be provided under this Division whether specifically referred to or not.

1.3 VISITING SITE

The Bidder shall visit the site of proposed work so that he may understand the facilities, difficulties, and restrictions attending the execution of the Contract. No additional compensation will be allowed for failure to be so informed.

1.4 GUARANTEE AND SERVICE

- A. The equipment, materials and workmanship shall be guaranteed for one year after substantial completion of a particular system.
- B. During the one year period of guarantee, any defects in equipment, materials, or workmanship shall be promptly corrected without cost to the Owner.

PART 2 - PRODUCTS

2.1 MATERIALS AND WORKMANSHIP

Equipment and materials shall be new and shall be listed by Underwriters' Laboratories, Inc. (UL) or Factory Mutual (FM) in categories for which standards have been set by that agency. Pressure vessels, as called for by respective codes, shall be stamped ASME and National Board Commission.

2.2 SUBMITTALS

A. Within 30 days after award of the Contract, submit for review six copies of descriptive equipment literature or shop drawings for the following items:

Air Handling Units VAV Boxes Split System Equipment

- B. The same equipment manufacturer shall be provided for multiple items of similar equipment, regardless of capacities, on this project, unless prior written deviation is given by the Engineer.
- C. Submittals shall be identified with project name, equipment name and number as indicated on the drawings, and specification paragraph reference. Submittals shall be properly marked to show proposed model number and accessories being provided and shall have the Contractor's stamp certifying that he has reviewed the submittal and found it to be in accordance with the specifications and drawings.
- D. Submittals which do not comply with the above will be returned without review, for resubmittal.
 - E. Submittals shall be reviewed and returned within 21 days.

2.3 MOTORS

- A. Unless otherwise indicated, motors shall be NEMA Design B, constant speed, variable torque construction. Motors shall conform to the Energy Policy Act of 1992 and shall be of the premium efficiency type suitable for use with variable speed (variable frequency or voltage) motor drives. Electrical characteristics shall conform with the electrical supply as indicated on the electrical drawings.
- B. Single-phase motors shall be split-phase or capacitor start type with built-in thermal overload. Three-phase motors shall be squirrel cage type.
- C. Motors shall be guaranteed to operate continuously at full load with a 10% voltage variation above or below the specified voltage. Motors shall be rated for an ambient temperature of 40 degrees C and a temperature rise not to exceed 40 degrees C with a 1.15 service factor. Motors shall have either sleeve or pre-lubricated ball bearings as required for the particular application.
- D. Motors shall be copper wound. Totally enclosed (TE) or totally enclosed fan cooled (TEFC) motors shall have Class F insulation. Motors shall be T-frame conforming to NEMA MG13 and tested in accordance with NEMA MG1 Part 12 and IEEE Test Procedure 112, Method B. Nameplate information shall include the manufacturer's nominal and guaranteed efficiency values.

- E. Motors shall be totally enclosed (TE) or totally enclosed fan cooled (TEFC) type. Belt drive motors shall have bases with provisions for adjustment in field.
- F. Motors shall be as manufactured by Emerson, General Electric, Marathon, U.S. Electric, or approved equal. Alternate manufacturers requesting approval shall submit evidence of a factory authorized service facility within a reasonable distance of the project to service or replace motors under warranty.

PART 3 - EXECUTION

3.1 OPERATING INSTRUCTIONS

- A. The Contractor shall provide the services of a competent mechanic to instruct the Owner in the care and operation of equipment.
- B. Before final acceptance, the Contractor shall prepare and deliver to the Engineer three bound copies of operating instructions, which shall include:
 - 1. Description of major components of systems, including the function of major items.
 - 2. Detailed operating instructions and instructions for making routine minor adjustments.
 - 3. Routine maintenance operations.
 - 4. Manufacturer's catalog data, service instructions wiring diagrams, fabrication drawings and parts list for each piece of operating equipment.
 - 5. Copies of equipment submittals and shop drawings, including review sheet, reviewed by and acceptable to the Engineer.
 - 6. Guarantee and Warranty Information.
 - 7. Names and telephone numbers for warranty contracts.
- C. Literature shall be contained in hard back loose leaf type binders and divided into a suitable number of volumes so as to permit convenient heavy usage.

3.2 STARTING AND TESTING

A competent and experienced service and installation mechanic shall be employed by the Contractor to start test and adjust the equipment. The Engineer reserves the right to require the test of any item of equipment or machinery. Such tests shall be conducted by the Contractor in the presence of the Engineer.

3.3 PROJECT CLOSEOUT DOCUMENTS

A. Final payment will be withheld until each applicable item has been provided to and is found satisfactory by the Engineer.

- END OF SECTION

SECTION 15600 - HEATING, VENTILATING AND AIR CONDITIONING SYSTEMS

PART 1 - GENERAL

1.1 SCOPE

A. Work under this Section shall include providing Heating, Ventilating and Air Conditioning (HVAC) equipment for the project including appurtenances.

PART 2 - PRODUCTS

2.1 AIR HANDLING UNITS (Central Station)

- A. Provide air handling units of the central station type, configuration of size and capacity as scheduled on the drawings. Each unit shall be complete with casings, fans, condensate drain pan and coil sections with coils. The fan driven package shall be provided with variable pitch sheaves, suitable for adjustment within plus or minus 10 percent of specified rpm but selected so as not to exceed the maximum rpm of the unit and shall include the required V-belts. Motor shall be selected so that the brake horsepower at design conditions does not exceed 80 percent of the motor nameplate rating and shall be mounted on an adjustable motor base with belt guard, and accessories as indicated on the drawings. Fan shaft bearings shall be 200,000 hour average life. Fan motor shall be selected for a 1.15 service factor and V-belt drive assembly for a 1.50 service factor.
- B. The motor fan assembly shall be mounted on vibration isolators internally in the fan section cabinet. Side brackets shall also be furnished for external isolators.
- C. Provide hinged and latched access doors as specified herein and as indicated on the drawings.
- D. The unit shall be constructed as a complete frame with removable panels. Removal of side panels shall not affect the structural integrity of the unit. The casing shall be able to withstand up to 6" w.g. negative static pressure. All exterior wall panels shall be made of galvanized steel. Closed-cell foam gasketing shall be provided where modules join to prevent air leakage.
- E. Modules shall be factory insulated. Insulation and insulation adhesive shall comply with NFPA-90A requirements for flame spread and smoke generation. Insulation adhesive shall be UL listed.
- F. Panels shall be of double-wall construction to facilitate cleaning of the unit interior. The interior wall shall be constructed of solid, galvanized steel. Insulation shall be 3 lb./ft.³ density. Thermal resistance (R) shall be 8.33 ft.²•h•°F/Btu.
- G. Drain pan shall be provided under each coil section and shall have drain connections on same side as coil piping connections. Drain pans shall be completely insulated with ½" thick foamed-in-place type insulation, securely fastened to pan with an

approved adhesive and sandwiched between the bottom pan and a <u>stainless steel liner</u>. Seams shall be sealed with a suitable mastic. Pans shall be pitched to the drain connections for positive drainage.

- H. Fans shall be statically and dynamically balanced and tested after being installed in factory-assembled fan sections. Fan shafts shall not pass through their first critical speed as unit comes up to rated rpm. Permanently sealed, prelubricated fan ball bearings shall be mounted externally on each unit. Lubrication lines shall be factory mounted to insure positive lubrication to the fan shaft bearings and shall be brought to the outside of the casing to permit lubrication from the drive side only.
- I. Fans shall be as scheduled centrifugal Class I for low pressure, Class II for medium pressure units and be statically and dynamically balanced and tested after being installed in factory-assembled fan sections. Fan shafts shall not pass through their first critical speed as unit comes up to rated rpm. Permanently sealed, prelubricated fan ball bearings shall be mounted externally on each unit. Lubrication lines shall be factory mounted to insure positive lubrication to the fan shaft bearings. "Extend lubrication lines to the drive side of the fan housing to permit lubrication from service fittings on the drive side only".
 - 1. Fan performance shall be certified as complying with ARI Standard 430 most recent edition.
 - 2. Units shall have factory fabricated belt guards which conform to OSHA standards. Belt guards shall have a 2½" tachometer hole.
 - 3. The total acoustic energy produced by the fans shall not exceed the scheduled values by more than 3 db in any of the 8 octave band from 63 to 8000 Hz under the condition of installation per AMCA standard 300 most recent edition referencing 10-12 watts.
 - 4. Calculations and test data shall be an integral part of the submitted data and certified by the manufacturer.
- J. Coils shall be a product of the unit manufacturer. They shall be of the copper fin, copper tube type. Tubes shall be mechanically expanded to bond the fin collars to the tube surfaces. Coils shall be a minimum of ½" O.D. copper tubes with copper fins. Coils shall have stainless steel casing no lighter than 16-gauge. Coils shall be mounted in the coil casing and be accessible for service and shall be removable from the unit without dismantling the entire unit. Water cooling coils shall be enclosed in an insulated coil section. Coil header and "U" bends shall be contained within the unit's cabinet. Coils shall be pitched in the unit casing for proper drainage and shall be completely drainable, with both supply and return headers supplied with drain and vent connections extending through the unit casings. Coils shall be tested at 150 psig air pressure under water.
- K. Filter boxes shall be a side access housing assembly designed to receive filters of the type and capacities scheduled on the drawings. Box shall be designed to insure snug fit of filters to prevent air by-pass.

L. Access Sections and Doors

- 1. Access doors shall be furnished in each section requiring access and where specifically indicated on the drawings. Doors shall be 4" less than height of access section unless otherwise shown on the drawings. Doors shall be equipped with hinges and hand-operated (no tools required) latch on both inside and outside of casing.
 - 2. Access doors shall be hinged to open against system pressure.
- M. Acceptable manufacturers: York Custom, Trane Custom, McQuay Custom, Temtrol or approved equal.

2.2 VAV BOXES

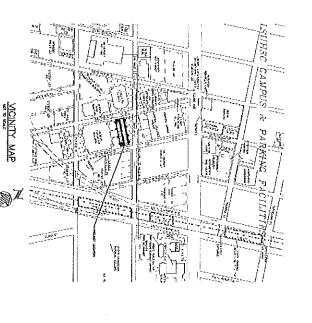
- A. Terminal units shall have a damper control consisting of a drive plate which is mechanically linked to an extruded aluminum throttling damper. The damper shall be offset pivoted in nylon bushing to balance air pressure forces.
- B. Terminal units shall be fabricated from zinc-coated steel, not lighter than 22-gauge. The interior surfaces of box and sound attenuators shall be acoustically and thermally insulated with non-porous insulation to prevent mold spores, bacteria and air erosion. Edges of insulation shall be sealed from the airstream. The insulation material shall meet NFPA and NBFU No. 90A Standards as determined by Underwriters Laboratories method NFPA No. 255 ASTM E 84-50T. Performance of units shall be based on tests conducted in accordance with ADC Standards 1062R3 and ASHRAE Standard 36B.
- C. Provide a center averaging flow cross velocity sensor and a control power transformer for each box. Coordinate the requirements for the control power transformer with the controls contractor for the installation.
- D. Coordinate with the controls contractor for the installation to factory install their VAV controller.
- E. Where indicated on the drawings and where required to meet scheduled noise criteria, provide custom sized sound attenuators. Attenuators shall be transitioned as required to allow for branch duct connections as shown on the drawings.
 - F. VAV boxes shall be Titus, Price, Nailor, Trane, or approved equal.

2.3 Split System Equipment

- A. Provide UL listed indoor unit and outdoor condensing unit with the features and accessories indicated on the drawings.
- B. Split System Equipment shall be by EMI, Daikin, Mitsubishi, Carrier or approved equal.

- END OF SECTION -

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DRAWING INDEX

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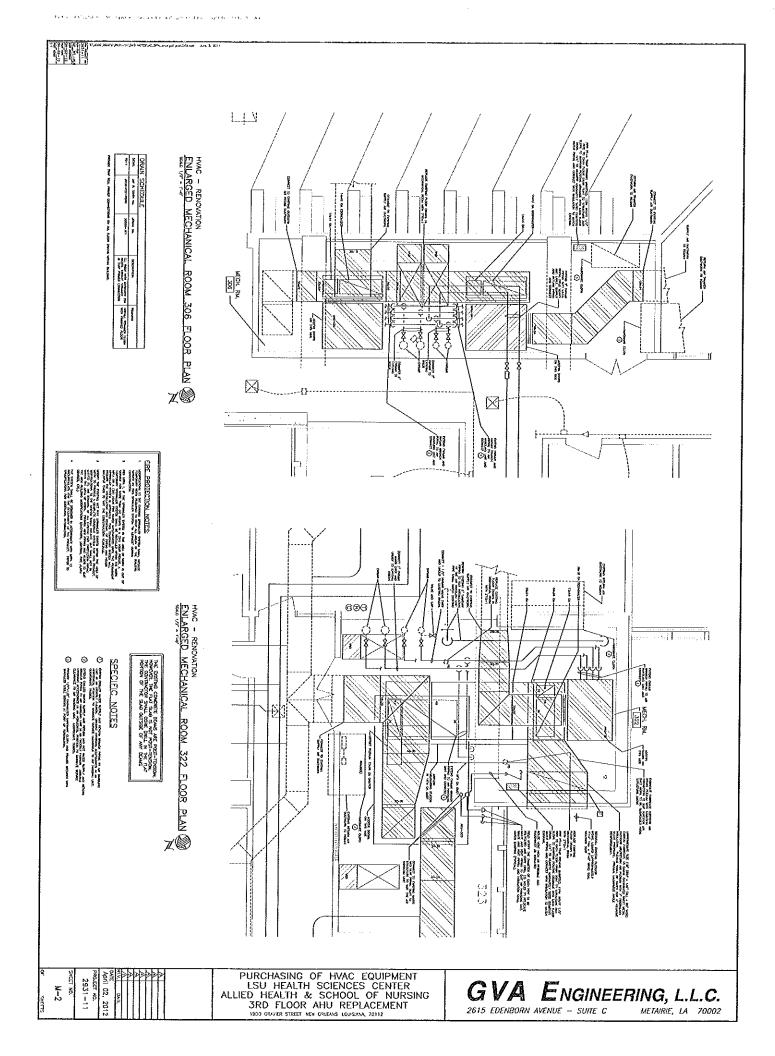
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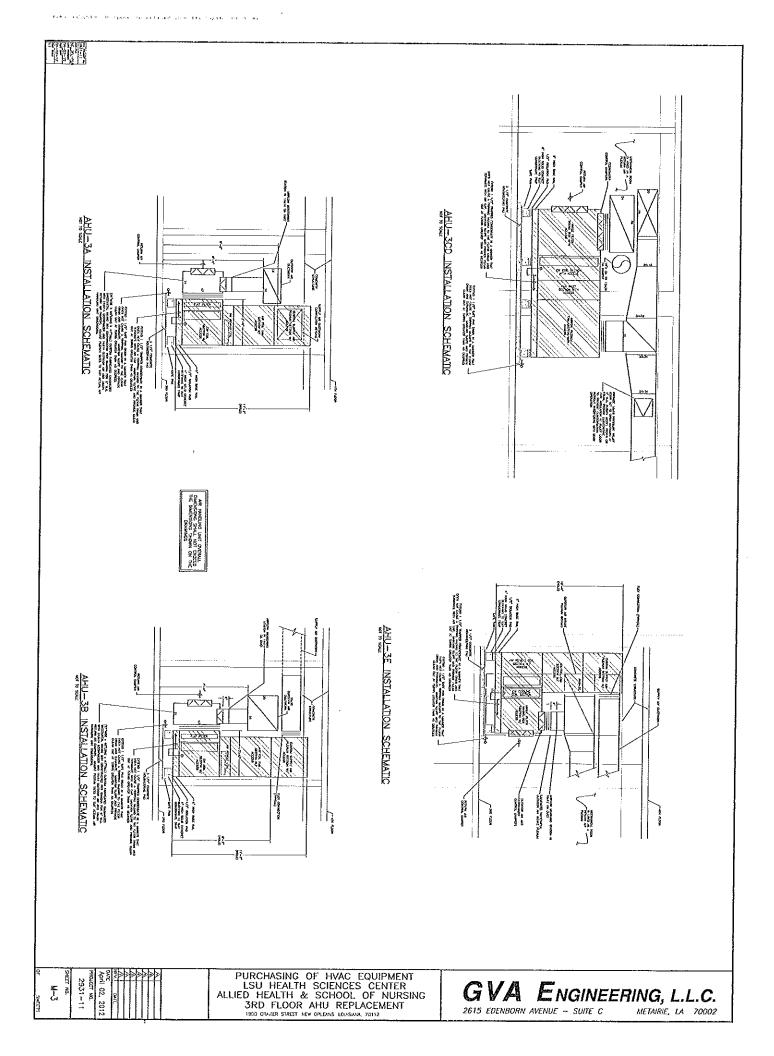
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ENGINEERING, L.L.C.

2615 EDENBORN AVENUE - SUITE C





ATTACHMENT A: CERTIFICATION STATEMENT

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A.	E-mail Address:
В.	Facsimile Number with area code: ()
C.	US Mail Address:
D.	Telephone Number:
Prov	vider certifies that the above information is true and grants permission to the State or Agencies to contact the above named person therwise verify the information I have provided.
Вуі	ts submission of this proposal and authorized signature below, Provider certifies that:
(1)	The information contained in its response to this RFQ is accurate;
(2)	Provider warrants that, to the best of his/her/its knowledge and belief, there are no relevant facts which could give rise to organizational conflicts of interest or that the Provider has disclosed all potential or actual organizational conflicts of interest. The Provider agrees that if it becomes the Selected Provider and an organizational conflict of interest with respect to this contract is then discovered, an immediate and full disclosure in writing shall be made to the LSUHSC-NO which shall include a description of the action which the Provider has taken or will take to avoid or mitigate such conflicts. In the event that the successful Provider knowingly failed to disclose a conflict, LSUHSC-NO may immediately terminate the contract for default. Provider certifies that its personnel, who perform work under this contract, have been informed of their obligations to report personal and organizational conflicts of interest to the Provider. The term of this prohibition shall endure for the entire period of this contract and for two (2) years thereafter.
(3)	Provider complies with each of the mandatory requirements listed in the RFQ and will meet or exceed the deliverables specified therein;
(4)	Provider accepts the procedures, contract terms and conditions, and all other administrative requirements set forth in this RFQ.
(5)	Provider's quote is valid for at least ninety (90) days from the date of Provider's signature below;
(6)	Provider understands that if selected as the successful Provider, he/she will have ten (10) business days from the date of delivery of final contract in which to complete contract negotiations, if any, and execute the final contract document.
Auth	orized Signature:
Туре	d or Printed Name:
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